



FOR OFFICE USE ONLY	
P&Z CASE NO.:	_____
DATE SUBMITTED:	_____

FINAL PLAT APPLICATION

(Check one)	<input type="checkbox"/> Minor (\$300.00)	<input type="checkbox"/> Amending (\$300.00)	<input type="checkbox"/> Final (\$400.00)	<input type="checkbox"/> Vacating (\$400.00)	<input type="checkbox"/> Replat (\$600.00)*
*Includes public hearing fee					

The following items must be submitted by an established filing deadline date for P&Z Commission consideration.

MINIMUM SUBMITTAL REQUIREMENTS:

- ____ Filing Fee (see above) NOTE: Multiple Sheets - \$55.00 per additional sheet
- ____ Variance Request to Subdivision Regulations ~ \$100 (if applicable)
- ____ Development Permit Application Fee of \$200.00 (if applicable).
- ____ Infrastructure Inspection Fee of \$600.00 (applicable if any public infrastructure is being constructed)
- ____ Application completed in full.
- ____ Copy of original deed restrictions/covenants for replats (if applicable).
- ____ Thirteen (13) folded copies of plat. (A signed mylar original must be submitted after staff review.)
- ____ One (1) copy of the approved Preliminary Plat and/or one (1) Master Plan (if applicable).
- ____ Paid tax certificates from City of College Station, Brazos County and College Station I.S.D.
- ____ A copy of the attached checklist with all items checked off or a brief explanation as to why they are not.
- ____ Two (2) copies of public infrastructure plans associated with this plat (if applicable).
- ____ Parkland Dedication requirement approved by the Parks & Recreation Board, please provide proof of approval (if applicable).

Date of Preapplication Conference: _____

NAME OF SUBDIVISION _____

SPECIFIED LOCATION OF PROPOSED SUBDIVISION (Lot & Block) _____

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary Contact for the Project):

Name _____

Street Address _____ City _____

State _____ Zip Code _____ E-Mail Address _____

Phone Number _____ Fax Number _____

PROPERTY OWNER'S INFORMATION:

Name _____

Street Address _____ City _____

State _____ Zip Code _____ E-Mail Address _____

Phone Number _____ Fax Number _____

ARCHITECT OR ENGINEER'S INFORMATION:

Name _____

Street Address _____ City _____

State _____ Zip Code _____ E-Mail Address _____

Phone Number _____ Fax Number _____

Is there a temporary blanket easement on this property? If so, please provide the Volume _____ and Page # _____

Acreage ~ Total Property _____ Total # Of Lots _____ R-O-W Acreage _____

Existing Use: _____ Proposed Use: _____

Number Of Lots By Zoning District _____ / _____ _____ / _____ _____ / _____

Average Acreage Of Each Residential Lot By Zoning District:

_____ / _____ _____ / _____ _____ / _____ _____ / _____

Floodplain Acreage _____

A statement addressing any differences between the Final Plat and approved Master Plan and/or Preliminary Plat (if applicable):

Requested Variances To Subdivision Regulations & Reason For Same: _____

Requested Oversize Participation: _____

**Total Linear Footage of
Proposed Public:**

_____ Streets
_____ Sidewalks
_____ Sanitary Sewer Lines
_____ Water Lines
_____ Channels
_____ Storm Sewers
_____ Bike Lanes / Paths

Parkland Dedication due prior to filing the Final Plat:

ACREAGE:

_____ # of acres to be dedicated + \$_____ development fee

_____ # of acres in floodplain

_____ # of acres in detention

_____ # of acres in greenways

OR

FEE IN LIEU OF LAND:

_____ # of Single-Family Dwelling Units X \$556 = \$ _____

_____ (date) Approved by Parks & Recreation Board

NOTE: DIGITAL COPY OF PLAT MUST BE SUBMITTED PRIOR TO FILING.

The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true, correct, and complete. The undersigned hereby requests approval by the City of College Station of the above-identified final plat and attests that this request does not amend any covenants or restrictions associated with this plat.

Signature and Title

Date

SUPPLEMENTAL DEVELOPMENT PERMIT INFORMATION

Application is hereby made for the following development specific site/waterway alterations:

ACKNOWLEDGMENTS:

I, _____, design engineer/owner, hereby acknowledge or affirm that:

The information and conclusions contained in the above plans and supporting documents comply with the current requirements of the City of College Station, Texas City Code, Chapter 13 and its associated Drainage Policy and Design Standards. As a condition of approval of this permit application, I agree to construct the improvements proposed in this application according to these documents and the requirements of Chapter 13 of the College Station City Code.

Property Owner(s)

Contractor

CERTIFICATIONS: (for proposed alterations within designated flood hazard areas.)

A.I, _____ certify that any nonresidential structure on or proposed to be on this site as part of this application is designated to prevent damage to the structure or its contents as a result of flooding from the 100 year storm.

Engineer

Date

B. I, _____ certify that the finished floor elevation of the lowest floor, including any basement, of any residential structure, proposed as part of this application is at or above the base flood elevation established in the latest Federal Insurance Administration Flood Hazard Study and maps, as amended.

Engineer

Date

C. I, _____, certify that the alterations or development covered by this permit shall not diminish the flood-carrying capacity of the waterway adjoining or crossing this permitted site and that such alterations or development are consistent with requirements of the City of College Station City Code, Chapter 13 concerning encroachments of floodways and of floodway fringes.

Engineer

Date

D. I, _____, do certify that the proposed alterations do not raise the level of the 100 year flood above elevation established in the latest Federal Insurance Administration Flood Hazard Study.

Engineer

Date

Conditions or comments as part of approval: _____

In accordance with Chapter 13 of the Code of Ordinances of the City of College Station, measures shall be taken to insure that debris from construction, erosion, and sedimentation shall not be deposited in city streets, or existing drainage facilities. All development shall be in accordance with the plans and specifications submitted to and approved by the City Engineer for the above named project. All of the applicable codes and ordinances of the City of College Station shall apply.

FINAL PLAT MINIMUM REQUIREMENTS

(ALL CITY ORDINANCES MUST BE MET)

INCLUDING BUT NOT LIMITED TO THE FOLLOWING:

(Requirements based on field survey and marked by monuments and markers.)

- ☐ 1. Drawn on 24" x 36" sheet to scale of 100' per inch or larger.
- ☐ 2. Vicinity map which includes enough of surrounding area to show general location of subject property in relationship to College Station and its City Limits. No scale required but include north arrow.
- ☐ 3. Title Block with the following information:
 - ☐ Name and address of subdivider, recorded owner, planner, engineer and surveyor.
 - ☐ Proposed name of subdivision. (Subdivision name & street names will be approved through Brazos County 911.) (Replats need to retain original subdivision name.)
 - ☐ Date of preparation.
 - ☐ Engineer's scale in feet.
 - ☐ Total area intended to be developed.
- ☐ 4. North Arrow.
- ☐ 5. Subdivision boundary indicated by heavy lines.
- ☐ 6. If more than 1 sheet, an index sheet showing entire subdivision at a scale of 500 feet per inch or larger.
- ☐ 7. All applicable certifications based on the type of final plat.
 - ☐ Ownership and Dedication
 - ☐ Surveyor and/or Engineer
 - ☐ City Engineer (and City Planner, if a minor plat)
 - ☐ Planning and Zoning Commission (delete if minor plat)
 - ☐ Brazos County Clerk
 - ☐ Brazos County Commissioners Court Approval (ETJ Plats only)
- ☐ 8. Paid tax certificates.
- ☐ 9. If submitting a replat where there are existing improvements, submit a survey of the subject property showing the improvements to ensure that no encroachments will be created.
- ☐ 10. If using private septic systems, add a general note on the plat that no private sewage facility may be installed on any lot in this subdivision without the issuance of a license by the Brazos County Health Unit under the provisions of the private facility regulations adopted by the Commissioner's Court of Brazos County, pursuant to the provisions of Section 21.004 of the Texas Water Code.
- ☐ 11. Location of the 100 Year Floodplain and floodway, if applicable, according to the most recent available data.
- ☐ 12. Lot corner markers and survey monuments (by symbol) and clearly tied to basic survey data.
- ☐ 13. Matches the approved preliminary plat and/or master development plan.

- ☐ 14. The location and description with accurate dimensions, bearings or deflection angles and radii, area, center angle, degree of curvature, tangent distance and length of all curves for all of the following: (Show existing items that are intersecting or contiguous with the boundary of or forming a boundary with the subdivision, as well as, those within the subdivision).

Existing Proposed

- | | | |
|--------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Streets. Continuous or end in a cul-de-sac, stubbed out streets must end into a temp turn around unless they are shorter than 100 feet. |
| <input type="checkbox"/> | <input type="checkbox"/> | Public and private R.O.W. locations and widths. (All existing and proposed R.O.W.'s sufficient to meet Thoroughfare Plan.) |
| <input type="checkbox"/> | <input type="checkbox"/> | Street offsets and/or intersection angles meet ordinance. |
| <input type="checkbox"/> | <input type="checkbox"/> | Alleys. |
| <input type="checkbox"/> | <input type="checkbox"/> | Easements. |
| <input type="checkbox"/> | <input type="checkbox"/> | A number or letter to identify each lot or site and each block. |
| <input type="checkbox"/> | <input type="checkbox"/> | Greenbelt area/park linkages/parkland dedication (All proposed dedications must be reviewed by the Parks and Recreation Board prior to P & Z Commission consideration.) |
- ☐ 15. Construction documents for all public infrastructure drawn on 24" x 36" sheets and properly sealed by a Licensed Texas Professional Engineer that include the following:
- ☐ Street, alley and sidewalk plans, profiles and sections. One sheet must show the overall street, alley and/or sidewalk layout of the subdivision. (may be combined with other utilities).
 - ☐ Sanitary sewer plan and profile showing depth and grades. One sheet must show the overall sewer layout of the subdivision. (Utilities of sufficient size/depth to meet the utility master plan and any future growth areas.)
 - ☐ Water line plan showing fire hydrants, valves, etc. with plan and profile lines showing depth and grades. One sheet must show the overall water layout of the subdivision. (Utilities of sufficient size/depth to meet the utility master plan and any future growth areas.)
 - ☐ Storm drainage system plan with contours, street profile, inlets, storm sewer and drainage channels, with profiles and sections. Drainage and runoff areas, and runoff based on 5, 10, 25, 50 and 100 year rain intensity. Detailed drainage structure design, channel lining design & detention if used. One sheet must show the overall drainage layout of the subdivision.
 - ☐ Detailed cost estimates for all public infrastructure listed above sealed by Texas P.E.
 - ☐ Drainage Report.
 - ☐ Erosion Control Plan (must be included in construction plans).
- ☐ 16. All off-site easements necessary for infrastructure construction must be shown on the final plat with a volume and page listed to indicate where the separate instrument easements were filed. Separate instrument easements must be filed prior or concurrently with Final Plat.
- ☐ 17. Are there impact fees associated with this development? ☐ Yes ☐ No
Impact fees for R-1, R-2, & R-3 zoned final plats, must be paid prior to filing.
- ☐ 18. Will any construction occur in TexDOT rights-of-way? ☐ Yes ☐ No
If yes, TexDOT permit must be submitted along with the construction documents.

NOTE:

1. We will be requesting the corrected Final Plat to be submitted in digital form if available prior to filing the plat at the Courthouse.
2. If the construction area is greater than 5 acres, EPA Notice of Intent (NOI) must be submitted prior to issuance of a development permit.